

Program A: Administration

Program Authorization: La. Constitution of 1974; Article X Part IV, Sections 41-51

Program Description

The mission of the Administration Program is to provide an independent civil service system for all regularly commissioned full-time law enforcement officers employed by the Department of Public Safety and Corrections, Office of State Police, or its successor, who are graduates of the State Police training academy of instruction and are vested with full state police powers, as provided by law, and persons in training to become such officers.

The goals of the Administration Program are:

1. To provide a separate merit system for the commissioned officers of Louisiana State Police.
2. To improve the appeal and discipline processes.
3. To promote effective personnel management practices for the Office of State Police.
4. To maintain an equitable and uniform pay system for all Louisiana State Police commissioned officers.
5. To enable the Office of State Police to meet its staffing needs in a timely fashion by hiring and promoting the best qualified applicants.

The Administration Program includes the following activities: Appeals, Personnel Management, Classification and Pay, and Examining.

The Appeals activity hears commissioned officers' complaints that their fundamental rights have been violated; provides decisions that are consistent with the basic tenets of the merit system, the State Police Service Article, State Police Commission rules, existing jurisprudence and equity; and improves the appeal and discipline process.

The Personnel Management activity promotes effective personnel management practices for the Office of State Police; checks and enforces compliance with State Police Commission rules; provides assistance with federal and state laws, as appropriate or designated; reviews, develops, and implements State Police Commission rules; performs investigations; reviews contracts; reviews and accepts or denies performance appraisal programs; and issues general circulars and transmittals.

The Classification and Pay activity maintains an equitable and uniform pay system for all Louisiana State Police commissioned officers; establishes position; recommends pay adjustments; and allocates positions.

The Examining activity enables the Office of State Police to meet their staffing needs in a timely fashion by hiring and promoting the best qualified applicants; and tests and certifies applicants for employment by the Office of State Police

RESOURCE ALLOCATION FOR THE PROGRAM

	ACTUAL 2000-2001	ACT 12 2001-2002	EXISTING 2001-2002	CONTINUATION 2002-2003	RECOMMENDED 2002-2003	RECOMMENDED OVER/(UNDER) EXISTING
MEANS OF FINANCING:						
STATE GENERAL FUND (Direct)	\$336,893	\$396,164	\$396,164	\$405,052	\$396,252	\$88
STATE GENERAL FUND BY:						
Interagency Transfers	0	0	0	0	0	0
Fees & Self-gen. Revenues	1,251	1,250	1,250	1,250	1,250	0
Statutory Dedications	0	0	0	724	724	724
Interim Emergency Board	0	0	0	0	0	0
FEDERAL FUNDS	0	0	0	0	0	0
TOTAL MEANS OF FINANCING	\$338,144	\$397,414	\$397,414	\$407,026	\$398,226	\$812
EXPENDITURES & REQUEST:						
Salaries	\$150,506	\$128,000	\$154,957	\$154,957	\$154,957	\$0
Other Compensation	6,660	11,250	11,250	11,250	11,250	0
Related Benefits	24,859	26,220	27,500	29,122	28,493	993
Total Operating Expenses	37,132	23,635	48,000	48,114	35,643	(12,357)
Professional Services	88,764	178,109	96,000	96,000	96,000	0
Total Other Charges	27,023	30,200	56,007	67,583	71,883	15,876
Total Acq. & Major Repairs	3,200	0	3,700	0	0	(3,700)
TOTAL EXPENDITURES AND REQUEST	\$338,144	\$397,414	\$397,414	\$407,026	\$398,226	\$812
AUTHORIZED FULL-TIME						
EQUIVALENTS: Classified	0	0	0	0	0	0
Unclassified	4	4	4	4	4	0
TOTAL	4	4	4	4	4	0

SOURCE OF FUNDING

This program is funded with State General Funds and Fees and Self-generated Revenues derived from commissioned state police officers for reimbursement of transcription services. Statutory Deductions are from the Deficit Elimination/Capital Outlay Escrow Replenishment Fund (Per R.S.39:137) (Per R.S. 39:36B.(8), see table below for a listing of expenditures out of each Statutory Dedicated fund).

	ACTUAL	ACT 12	EXISTING	CONTINUATION	RECOMMENDED	RECOMMENDED
	2000-2001	2001-2002	2001-2002	2002-2003	2002-2003	OVER/(UNDER)
						EXISTING
Deficit Elimination Fund	\$0	\$0	\$0	\$724	\$724	\$724

MAJOR FINANCIAL CHANGES

GENERAL FUND	TOTAL	T.O.	DESCRIPTION
\$396,164	\$397,414	4	ACT 12 FISCAL YEAR 2001-2002
			BA-7 TRANSACTIONS:
\$0	\$0	0	None
\$396,164	\$397,414	4	EXISTING OPERATING BUDGET - December 20, 2001
\$9,608	\$9,608	0	Risk Management Adjustment
(\$3,700)	(\$3,700)	0	Non-Recurring Acquisitions & Major Repairs
(\$984)	(\$984)	0	Legislative Auditor Fees
\$1,534	\$1,534	0	Rent in State-Owned Buildings
\$380	\$380	0	UPS Fees
\$0	\$724	0	Group Insurance Adjustment
(\$6,750)	(\$6,750)	0	Other Adjustments - General Fund reduction for travel
\$396,252	\$398,226	4	TOTAL RECOMMENDED
\$0	\$0	0	LESS GOVERNOR'S SUPPLEMENTARY RECOMMENDATIONS
\$396,252	\$398,226	4	BASE EXECUTIVE BUDGET FISCAL YEAR 2002-2003
			SUPPLEMENTARY RECOMMENDATIONS CONTINGENT ON NEW REVENUE:
\$0	\$0	0	None
\$0	\$0	0	TOTAL SUPPLEMENTARY RECOMMENDATIONS CONTINGENT ON NEW REVENUE
\$396,252	\$398,226	4	GRAND TOTAL RECOMMENDED

PROFESSIONAL SERVICES

\$30,550	Legal services for the commission
\$36,478	Testing services to provide and grade state police tests
\$28,972	Development of a new sergeants examination
\$96,000	TOTAL PROFESSIONAL SERVICES

OTHER CHARGES

\$25,841	Rent in state-owned building
\$27,200	Public Safety for postage expense and rent for use of training Academy for cadet testing
\$3,316	Legislative Auditor Fees
\$10,646	Risk Management Fees
\$380	UPS Fees
\$4,300	Office of Telecommunications Management Fees
\$200	Interagency Transfers Commodity
\$71,883	TOTAL OTHER CHARGES

ACQUISITIONS AND MAJOR REPAIRS

This program does not have funding recommended for Acquisitions and Major Repairs for Fiscal Year 2002-2003.